

**Methodist University and
Azusa Pacific University
UK Pilgrimages Program
Summer 2010**



Application Procedure

1. Complete the AIFS application form, securing the signature of your university's study abroad program coordinator, and thus certifying your eligibility to apply.
2. Attach a check for \$450 payable to "AIFS." Please see Agreement & Release form for the complete refund policy.
3. Attach a photocopy of the information page of your passport (the page with your picture). If you do not yet have a passport, please apply for one immediately, and mail a copy once you have received it.
4. Give the completed application form and payment check to the contact person at your school: Methodist University: Emily Leverett, (910) 630-7453, eleverett@methodist.edu; Azusa Pacific University: Sarah Adams, (626) 815-6000, ext. 3104, sadams@apu.edu.
5. The balance of fees should be sent before the dates indicated directly to: American Institute For Foreign Study, Partnership Programs, College Division, River Plaza, 9 West Broad Street, Stamford, CT 06902-3788. Telephone: (800) 727-AIFS.

The AIFS program fee is \$3,745 and includes the following (based on an enrollment of 15-19 participants):

London Section (May 22-June 1)

- ⇒ London Transport travel pass for use on buses and underground trains in zones 1 & 2 for the duration of the London section of the program;
- ⇒ orientation program consisting of an orientation meeting with AIFS staff, student information packet and welcome dinner;
- ⇒ half-day guided sightseeing tour of London by private coach including entrance to Westminster Abbey;
- ⇒ self-guided academic visits to the British Museum, Tower of London, National Portrait Gallery and St. Paul's Cathedral, including entrances where applicable;
- ⇒ tickets for an evening performance at Shakespeare's Globe Theatre;
- ⇒ a "Sacred Texts" workshop at the British Library;
- ⇒ full-day guided excursions by private bus to: Stonehenge and Winchester including entrance to Stonehenge and Winchester Cathedral, and Canterbury including entrance to the Cathedral;
- ⇒ one-way train ticket to Durham including accommodation transfers in London and Durham;
- ⇒ use of the wireless-enabled AIFS Student Center and access to AIFS Student Services staff in London;
- ⇒ use of the AIFS student computer facilities in London for e-mail and Internet access;

Traveling Section – Durham and Lindisfarne Area (June 1 – June 3)

- ⇒ entrance to Durham Cathedral with guided tour;
- ⇒ private touring bus;
- ⇒ visit to Lindisfarne – Holy Island, including entrance to Lindisfarne Priory;
- ⇒ services of an AIFS staff member;

Edinburgh Section (June 3-June 7)

- ⇒ half-day guided walking tour of Edinburgh including entrance to Edinburgh Castle;
- ⇒ self-guided academic visit to the National Museum of Scotland;
- ⇒ evening Ghost Tour to visit the city under the city;
- ⇒ guided visit to St. Giles Cathedral;
- ⇒ full-day guided excursion to Ruthwell Cross and Rosslyn Chapel by private bus including entrances;
- ⇒ farewell dinner with traditional Scottish music and dancing;
- ⇒ services of an AIFS staff member;

All Sites

- ⇒ accommodation in twin-bedded rooms with en suite facilities in centrally located tourist-class hotels with daily breakfast;
- ⇒ medical and program fee refund insurance policies;
- ⇒ non-refundable \$50 application fee.

All visits will be arranged in cooperation with faculty from Methodist University and Azusa Pacific University and are subject to change depending on availability. If a particular visit becomes unavailable, it will be replaced by a suitable alternative.

Program fee does not include the following:

- ⇒ optional transportation package including round-trip airfare from Raleigh-Durham or LAX to London, Edinburgh to Raleigh-Durham or LAX, and round-trip transfers between the airports and your program sites on specified program date(s) at a cost of \$545;*
- ⇒ mandatory additional U.S. government and airline-imposed departure taxes, fees and fuel surcharges of \$435 (subject to change);*
- ⇒ \$125 refundable damage deposit;
- ⇒ tuition fees to your university;
- ⇒ textbooks;
- ⇒ meals;
- ⇒ passport and visa fees if applicable;

- ⇒ additional field trips or excursions required by your instructors;
- ⇒ personal expenses such as laundry;
- ⇒ optional personal effects coverage and medical insurance upgrade.

***AIFS offers round-trip transportation from Raleigh-Durham or LAX to London, Edinburgh to Raleigh-Durham or LAX, including overseas transfers between the airports and your program sites, at a cost of \$545 excluding mandatory additional U.S. government and airline-imposed departure taxes, fees and fuel surcharges of \$435 (subject to change) for which you will be billed separately. Please mark your application form if you wish to purchase the flight, and you will be billed accordingly. A minimum of 10 participants must take each flight for it to be offered.**

PAYMENT SCHEDULE FOR AIFS FEES

<u>Summer Program</u>	<u>Fee</u>	<u>Deadline</u>	<u>Optional</u>	<u>Fee</u>	<u>Deadline</u>
Enrollment Deposit	\$450.00	February 15, 2010	Airfare	\$545.00	April 1, 2010
Balance of Fees	\$3,295.00	April 1, 2010	Taxes/Fees (subject to change)	\$435.00	April 1, 2010
Sub-total	\$3,745.00		Personal Effects Coverage	\$90.00	April 1, 2010
Damage Deposit (Mandatory/ Refundable)	\$125.00	April 1, 2010	Medical Insurance Upgrade	\$65.00	April 1, 2010
Total	\$3,870.00	April 1, 2010			

Checks should be made payable to "AIFS." You may also use American Express, MasterCard or Visa. See application form. All students must submit the \$450 deposit with the completed application.

Please note: A \$35 returned check fee will be charged on all checks returned by the bank for insufficient funds.

AIFS TRANSPORTATION PACKAGE

Participants have the option of purchasing a round-trip ticket for the flight arranged through AIFS. Participants choosing this option should note the following restrictions: Tickets purchased from AIFS are exclusively on scheduled airlines (not charters). They are not endorsable to another carrier. Flights are not necessarily direct or non-stop, they cannot be rerouted, and frequent flyer miles are not applicable. The AIFS Transportation Package includes round-trip ground transportation from the airports in London and Edinburgh to your accommodations on the regularly scheduled program dates. AIFS will book flights only on the dates indicated on this application.

Participants wishing to purchase the Transportation Package must notify AIFS in writing by Monday, February 15, 2010. Participants wishing to cancel from the flight must notify AIFS in writing by Thursday, April 1, 2010. Cancellation penalties will apply. Tickets are non-refundable after this date.

AIFS Airfare Regulations: Return must be to original U.S. departure city. Tickets are subject to airline availability. No refunds are available for any unused portion of ticket. Stopovers are not permitted. Once in the UK, participants may be able to change their return date, but only if that date is available and in the same class of service in which the ticket was booked. Only the ticketing agent can provide this information. Participants are subject to agency and airline-imposed change fees and space availability. Group round-trip ground transportation to and from the airports in London and Edinburgh is on the regular scheduled program dates only.

AIFS cannot guarantee that all passengers will be booked on the same flights.

AIFS will not make your flight arrangements for you unless you clearly indicate your travel preferences on your application.

A minimum of 10 participants must take each AIFS flight for it to be offered.

PROGRAM DATES

Summer 2010

Friday, May 21, 2010	AIFS flight departs U.S. for London, England.
Saturday, May 22, 2010	Arrive in London. Transfer to your accommodations.
Tuesday, June 1, 2010	Transfer to Durham.
Wednesday, June 2, 2010	Transfer to Lindisfarne area.
Thursday, June 3, 2010	Transfer to Edinburgh.
Monday, June 7, 2010	Program ends. AIFS flight departs Edinburgh for the U.S.

PART E – HEALTH AND HOUSING INFORMATION

Please complete the following questionnaire carefully. Your housing assignment will be made based on the information that you provide. All requests are taken into consideration.

Name _____ School _____ Term _____

SHARED ACCOMMODATIONS

Please note that specific housing preferences cannot be guaranteed.

Please note that single rooms are very limited and are allocated according to special needs, e.g. medical, age-related

Do you smoke? Yes No Do you object to a roommate who smokes? Yes No

What time do you get up in the morning? _____ What time do you normally go to bed? _____

Do you consider yourself a quiet person? Yes No Where do you prefer to study? room library elsewhere

Are you receiving any special medical treatment? Yes No If yes, specify: _____

Do you have any physical condition that prevents you from climbing stairs? If yes, specify: _____

Roommate preference (if known) (1) _____ (2) _____

Do you have any special reason for requesting a single room? If so, please specify: _____

Do you like to cook your own meals? often occasionally never

What type of music do you prefer? _____ Do you normally listen to music in your room? Yes No

Are there any hobbies or interests you would like to pursue while in Britain? _____

PART F – ADDITIONAL INFORMATION

Studying in another country requires considerable adaptability. This is part of both the challenge and the reward. Your willingness to answer these questions will assist the AIFS staff in providing you with a housing situation that is most likely to meet your needs. Please note that specific requests cannot be guaranteed.

Do you have any special dietary needs?* If yes, please describe _____

Do you consider yourself a conservative or liberal person? Conservative Liberal

Do you have any allergies or chronic ailments? Yes No If yes, please describe _____

Are you presently under treatment for any mental or emotional matters? Yes No If yes, please describe _____

Are you presently taking any prescription medication on a regular basis? Yes No If yes, please list and state purpose _____

Studying abroad requires a great deal of physical mobility. Do you feel you are able to perform the essential functions of studying abroad with or without any special requirements?* If you do have special requirements, describe the requirement you would need and how this would enable you to participate.

**AIFS cannot guarantee to accommodate special requirements and requests.*

Agreement and Release Form

I, the undersigned, an Applicant for an overseas study program of the American Institute For Foreign Study, Inc. (the "Institute"), acknowledge that I have read and accept the terms and conditions set forth in the AIFS application/brochure, which are incorporated in this agreement. This agreement is a legally binding contract. I acknowledge and accept the terms of the refund policy as outlined below:

If a participant withdraws in writing

On or before April 1, 2010

After April 1, 2010, but on or before May 11, 2010

After May 11, 2010

She/he receives

All fees paid less \$250 plus any non-refundable deposits paid either by the student or by AIFS on the student's behalf.

All fees paid less \$450 plus any non-refundable deposits paid either by the student or by AIFS on the student's behalf.

No refund, and student is responsible for entire program fee.

All requests for refund must be made in writing, signed, and addressed or faxed to: **Registrar, AIFS, Partnership Programs, College Division, River Plaza, 9 West Broad Street, Stamford, CT 06902; fax number (203) 399-5597. Unsigned withdrawal statements will not be processed.**

I unconditionally release the Institute from any claims for damage, injury, loss, or expense of any nature resulting from events beyond its control, including without limitation: Acts of God, war, strikes, crime, terrorism, sickness or quarantine, government restrictions or regulations. This release also applies to any losses arising from the use of any vehicle or from the selection of, or from any act or omission by any host family, bus or car rental agency, steamship, airline, railroad, taxi or tour service/organizer, hotel service, hotel, restaurant, school, university/college, or other firm, agency, company or individual, unless the loss is caused by the gross negligence of the Institute.

I understand that I am responsible for exercising caution and common sense at all times to avoid injuries, and that the Institute cannot provide supervision or support during periods of independent travel.

I agree that if I become ill or incapacitated, the Institute or its emergency assistance company may take such actions as it considers necessary under the circumstances, including securing medical treatment for me and transporting me to the United States. I release the Institute from any liability relating to this medical care. I also authorize the Institute to take whatever action it deems to be necessary and in my best interest (including transporting me out of the host country or back to the United States, at my own expense) in the event of political unrest or any other unforeseen event or condition. If the Institute incurs on my behalf any costs not covered by its general liability insurance, I agree to make immediate repayment upon my return.

I will comply with the Institute's rules, standards and instructions, and understand that failure to do so may result in being sent home at my expense, with no refund. I understand that my participation may be terminated if I am expelled from school or otherwise disciplined by school or civil authorities, or if the Institute, in its sole discretion, determines that my conduct is incompatible with the interests, harmony, comfort or welfare of the other students. I agree to indemnify the Institute if I do anything that causes the Institute to sustain financial loss or liability.

I understand that the Institute provides insurance coverage for my benefit while in the program, including limited health, accident, accidental death, personal effects and tuition refund insurance. I acknowledge that it is my responsibility to understand the limitations of this coverage and agree that the Institute is not responsible for any uninsured losses.

I understand that the Institute reserves the right to make changes, cancellations or substitutions in cases of changed conditions or emergency, or based upon the interest of the group. I understand if I am terminated from the program, there will be no refund of AIFS fees.

I understand that obtaining a passport and any other required travel documents is my sole responsibility, and I agree to hold the Institute harmless in the event that I am unable to obtain the necessary documents for participation in the program and to indemnify the Institute for any costs to it that result from my failure to obtain the required documentation.

I understand that if I am not a U.S. citizen, a visa may be required for entry to the countries I plan to visit (or travel through) while a participant on this program. I further understand that it is my sole responsibility to determine my visa requirements and obtain the appropriate visa(s), and I agree to hold the Institute harmless in the event that I am unable to obtain the necessary documents and visas for participation in the program and to indemnify the Institute for any costs to it that result from my failure to obtain the required documentation.

I understand that from time to time the Institute's publicity material may include statements by its participants and/or their photographs, and I consent to such use of my comments and photographic likeness.

This agreement will be effective when my application is accepted by the Institute and shall be governed by the laws of the State of Connecticut. This agreement cannot be modified except in writing by the Institute.

I agree that any dispute with the Institute that is not settled informally will be submitted to binding arbitration, to be conducted in substantial accordance with the rules of the American Arbitration Association. The location of the arbitration and identity of the arbitrator will be decided by mutual agreement, with the costs to be shared equally between the parties, and the decision of the arbitrator shall be final. By signing this agreement, I understand that I am giving up my right to have any claim against the Institute decided in Court before a judge or jury.

References in this agreement to "the Institute" shall include the American Institute For Foreign Study, Inc., and all of its agents, employees, affiliated companies, campus directors, chaperones, group leaders, teachers, host school and school officials.

If I am using financial aid to pay for all or part of my AIFS program fees, and if that aid is canceled or reduced by my institution or lending agency after I have embarked on the AIFS program, I am immediately responsible for full payment of all fees. Failure to make payment will result in my administrative withdrawal from the program.

Signature of Applicant

Date

Printed Name